

Having trouble reading this email? [View it in your browser.](#)



Montana
Office of Public Instruction
Denise Juneau, State Superintendent

School Finance



New URLs

The OPI has moved all of its web applications to a new server. This means that the web addresses for the MAEFAIRS and Pupil Transportation applications have new URLs (listed below). If you have a shortcut set up for either of these applications, you will need to change them to use the new URLs.

MAEFAIRS: <https://apps.opi.mt.gov/Maefairs/frmDefault.aspx>

Pupil Transportation: <https://apps.opi.mt.gov/Transportation/Default.aspx>

OPI Contact: Debbie Casey, (406) 444-3096 or dcasy@mt.gov

FY2013-14 Preliminary General Fund Budget Data Sheets

The OPI School Finance Division has posted FY2013-14 Preliminary General Fund Budget Data Sheets and updated the General Fund Budget Excel Spreadsheet to assist schools in budgeting for the FY2013-14 school year. The budget data sheets reflect the basic and per-ANB entitlement rates shown in 20-9-308, MCA and estimated special education instructional block grant and related services block grant rates.

The Preliminary Budget Data Sheets can be accessed at this link: [CLICK HERE](#)

The General Fund Budget Excel Spreadsheet can be accessed at this link: [CLICK HERE](#)

(Note: Please download this current version of the spreadsheet to your computer (right-click on the link and choose "Save Target As" to save it to your desktop.) Previous versions of the spreadsheet are no longer applicable for preliminary budget purposes.

Other resources posted on the website:

- FY2013-14 General Fund Overview and Worksheets
- FY2013-14 Budget Limitation Summary

Please contact the following individuals with questions:

Dennis Clague, Finance Specialist Supervisor (406) 444-1960 or dclague@mt.gov

Kathleen Wanner, Financial Specialist (406) 444-9852 or kwanner@mt.gov

Nica Meralo, Financial Specialist (406) 444-4401 or nmerala@mt.gov

Mail Ballot Elections

Many of you are planning to conduct mail ballot elections in the upcoming school election season.

In order to assist you with planning for mail ballot elections, please see attached information at the following links:

1) 2013-School-Mail-Ballot-Election-Dates. School Election materials are on the OPI website at [CLICK HERE](#).

- The deadline for the Secretary of State's office to **receive** the mail ballot plan, timetable, and instructions for May 7, 2013 school mail ballot elections is **Friday, March 8, 2013**.
- We encourage you to email your plan, timetable, and instructions to almler@mt.gov or soselections@mt.gov. The option to mail or fax is available, but not recommended.

2) A link to an updated training presentation on Mail Ballot Elections: [CLICK HERE](#).

3) Mail ballot forms are at [CLICK HERE](#). (Please note that the timetable for school elections is now incorporated into the regular mail ballot plan, timetable and instructions.)

4) Under [13-1-401](#), MCA, many special district elections are held annually on the same day as school elections. Please be sure to check whether or not you will need to hold any such special district elections in your county.

For additional information, contact Nicole Thuotte at (406) 444-4524 or nthuotte@mt.gov

1st Semester FY2010-11 Transportation Payments

The OPI will distribute the FY2012-13 first semester transportation reimbursements on March 22, 2013.

Districts and County Superintendents will be able to access their state and county transportation payment information on or after March 22, 2013. The payment information will be available at the following link: [CLICK HERE](#)

For more information, contact Donell Rosenthal, (406) 444-3024 or drosenthal@mt.gov

Thomas Built Buses Institute 2013 - West

Join Thomas Built Buses for extensive and hands-on school bus technician training in a small class environment! The eighth Thomas Built Institute returns in July 2013. The following topics will be covered:

- EPA Emissions Systems
- Advanced Electrical
- Coolant, Maintenance & Cost Savings
- Utilizing Websites, Resources & Wire Diagrams
- Access to the STN Expo trade show
- Plus more!
- Your Choice of:
 - Type C Multiplex, Service Link & Troubleshooting
 - OR
 - Type D Electrical & Fan Drive

Lunch will be provided every day.

Travel to Reno and lodging during the week are the responsibility of the attendee. You will be responsible for making your own hotel reservation. The host hotel is shared with STN and the room block is under STN Expo. **Registration is limited to 100 participants, so register now!**

When July 23, 2013 8:30 AM - July 26, 2013 12:00 PM Pacific Time

Where Grand Sierra Resort-Reno, NV; Hotel Block Rate is \$59, \$79 or \$99

FEE Type C (Conventional) or Type D (Transit) Track is \$325

For more details and to register, go to: [CLICK HERE](#)

OPI Contact: Donell Rosenthal, (406) 444-3024 or drosenthal@mt.gov

FY2011-12 Federal A-133 Audits Due March 31, 2013

A-133 "Federal" audits for FY2011-12 are due to the OPI by **March 31, 2013**. This affects districts and cooperatives that spent more than \$500,000 of federal money (including USDA commodities) during FY2011-12.

For districts and cooperatives that spent less than \$500,000 of federal funds and received more than \$500,000 of revenue under all sources during that year, audits for FY2011-12 are due **June 30, 2013**.

Audited financial statements must comply with national reporting requirements passed by the Governmental Accounting Standards Board (GASB). For more information see the GASB 34 webpage at: [CLICK HERE](#).

For more information, contact Steve Hamel, (406) 444-0783 or shamel@mt.gov

MASBO Budget Workshops

MASBO is offering budget workshops at the following locations:

- March 4 - Kalispell
- March 11 – Great Falls
- March 18 - Havre
- March 25 – Billings

To register, click on this link: [CLICK HERE](#)

For more information, contact Denise Ulberg at dulberg@masbo.com or (406)442-5599

MASBO Regional Workshops

The MASBO Regional Workshops are scheduled as follows:

Region 1	April 17 in Polson
Region 2	March 12 in Great Falls

Region 3	March 27 in Sidney
Region 4	March 13 in Helena
Region 5	March 14 in Laurel
Region 6	March 26 in Miles City

To register, click on this link: [CLICK HERE](#)

For more information, contact Denise Ulberg at dulberg@masbo.com or (406)442-5599

FY2013-14 Indirect Cost Rate Applications Now Available

Districts that plan to charge indirect costs (e.g., general administration, accounting services, and personnel services) to FY2013-14 federal and state grant awards using an indirect cost rate must complete an indirect cost application form. Application for an indirect cost rate does not increase the amount of the grant award.

Indirect Cost Rate Application forms and resources for FY2013-14 are now available on the OPI website.

Indirect Cost Rate Cover Letter (please read): [CLICK HERE](#)

Indirect Cost Rate Instructions: [CLICK HERE](#)

If you intend to reclassify costs to adjust your indirect cost rate, please read the indirect cost rate instructions carefully. For your convenience, costs that may be reclassified are highlighted in blue. We have also created a reclassification calculator to assist in the determination of your adjusted indirect cost rate. The calculator is located at the following link: [CLICK HERE](#)

Schedule A, which shows preliminary rates: [CLICK HERE](#)

The Certification forms are located at: [CLICK HERE](#)

If you have questions or need assistance viewing the files, please contact Debbie Casey at (406) 444-3096 or e-mail dcasey@mt.gov.

Useful Links

State Entitlement Payments to Schools: [CLICK HERE](#)

School Accounting Manual: [CLICK HERE](#)

Forms and Publications & Tuition: [CLICK HERE](#)

Pupil Transportation: [CLICK HERE](#)

Student Count for ANB: [CLICK HERE](#)

Audit Information: [CLICK HERE](#)

OPI Calendar [CLICK HERE](#)

OPI School Finance Division

Debbie Casey dcasey@mt.gov

Dennis Clague dclague@mt.gov

Steve Hamel shamel@mt.gov

Janelle Mickelson jmickelson@mt.gov

Nica Meral nmerala@mt.gov

Donell Rosenthal drosenthal@mt.gov

Paul Taylor ptaylor2@mt.gov

Nicole Thuotte nthuotte@mt.gov

Kathleen Wanner kwanner@mt.gov

"The Montana Office of Public Instruction provides vision, advocacy, support and leadership for schools and communities to ensure that all students meet today's challenges and tomorrow's opportunities."

This message was intended for 'OPIStaff@mt.gov' You have received this message because you are subscribed to 'Official Email -FULL- Includes High School & Elementary Districts, Tribal DOEs, County Treasurers & County Superintendents'

[Unsubscribe](#) | To contact us please email DCasey@mt.gov

Montana Office of Public Instruction
1227 11th Ave

Montana Office of Public Instruction
Denise Juneau, Superintendent
opi.mt.gov